

**PROCEEDINGS OF THE AGING & DISABILITY RESOURCE CENTER OF BROWN COUNTY BOARD MEETING****March 24, 2011**

**PRESENT:** Keith Pamperin, Libbie Miller, Judy Parrish, Pat Hickey, Barbara Robinson, Pat Finder-Stone, Bill Clancy, Tom Diedrick, Lisa Van Donsel

**EXCUSED:** Grace Aanonsen, Donajane Brasch, Steve Daniels, Marvin Rucker

**ALSO PRESENT:** Sunny Archambault, Arlene Westphal, Debra Bowers, Devon Christianson, Kinsey Black, Denise Misovec

**PLEDGE OF ALLEGIANCE.**

Vice-Chairperson Pamperin called the meeting to order at 8:30 a.m.

**INTRODUCTIONS:** Introductions were made by current board members and those present including 3 new board members, Lisa Van Donsel, Barbara Robinson, and Pat Hickey.

**ADOPTION OF AGENDA:** A motion was made by Ms. Miller and seconded by Ms. Parrish to adopt the March 24, 2011 agenda. **MOTION CARRIED.**

**APPROVAL OF THE MINUTES OF THE REGULAR MEETING OF FEBRUARY 24, 2011:**

Ms. Miller moved and Mr. Pamperin seconded to approve the minutes of the regular meeting of February 24, 2011.

**COMMENTS FROM THE PUBLIC:** There were no comments.

**FINANCIAL REPORT:****A. APPROVAL OF THE PRELIMINARY FEBRUARY 2011 FINANCE REPORT:** Ms.

Archambault reported that we are 2 months into the new year and are doing fine. Printing appears to be over budget; however, this is due to the printing of a large supply of agency folders which will last us all year. Miscellaneous Services also appears to be over budget; however, there will be revenue to pay for these services by the end of the year. Software Support & Development & License will also even out. The Part D Grant will be spent on Benefits Specialists-Part D first and then allocated to other programs.

Under the revenue portion of the budget Ms. Archambault noted that we will be receiving all of the Title III-B, C-1, C-2, D and E Revenues. The Nutrition Services Incentive Program is paid quarterly and will even out. We generally receive the State 85.21 Transportation Funds in April of May. For 2011 the county is not transferring funds to the ADRC for the county Transfer-Veteran's Program and we are using Designated Funds for this.

Ms. Archambault went on to explain, for the benefit of the new board members, that the blue sheet is a detail of expenses & revenue categories that change throughout the year. The yellow sheet details Restricted Memorials & Donations we receive for specific purposes. The peach sheet is our Capital Campaign Fund, or dollars we raised years ago for this building and are keeping it for things like a new roof someday.

Ms. Fincer-Stone moved and Ms. Miller seconded to approve the February 2011 Finance Report. **MOTION CARRIED.**

**B. REVIEW AND APPROVAL OF RESTRICTED DONATIONS:** There were no restricted donations received in February.**RESOLUTION – BOARD APPRECIATION FOR STAFF ACHIEVEMENT IN I&A QUALITY REVIEW:**

Ms. Archambault requested the board's adoption of the Official Resolution (included in the board

packet) that Mr. Pamperin asked to be drafted to recognize and acknowledge the dedication and outstanding work effort of the ADRC administrators and staff to serve the aging and disabled citizens of Brown County. She noted that Mr. Diedrick had also reviewed the draft.

Mr. Pamperin moved and Ms. Miller seconded to adopt the Resolution of Grateful Appreciation on the Outstanding Customer Satisfaction Quality Review completed by the State Office of Resource Center Development (ORCD) of the Aging & Disability Resource Center of Brown County. **MOTION CARRIED.**

**ADRC GOALS & OBJECTIVES FOR 2011:** Ms. Archambault directed board members to the handouts on ADRC Global Focus Points and ADRC Committees & Taskforces for 2011 included in the board packet. She noted the following goals and objectives the ADRC will focus on during the coming year:

- Support and Advance the ADRC's Mission
- Address Federal, State, and County Budget Changes
- Board Development
- Commitment to Prevention Programs
- Quality, Reporting, Technology
- System Change – Long-Term Care
- Community Partnerships
- Customer Satisfaction
- Employee Support and Cultural Climate
- Consumer Empowerment and Advocacy
- Develop NIATx Projects

She then reviewed the breakdown of tasks each specific unit (Director, Information & Assistance, Benefits Specialists, Nutrition, Add LIFE, Support Team and Facilities) will undertake to successfully accomplish these goals.

The ADRC Committees & Taskforces for 2011, members and meeting day and times were reviewed. Ms. Archambault noted that the committees are responsible for identifying and implementing its goals and objectives. This structure also leads to a positive work environment and supports staff involvement and capacity to help move the agency forward.

**UPDATE ON POTENTIAL BUILDING PURCHASE:** Ms. Archambault brought board members up to date on the potential purchase of the building at 331 S. Adams St. as a permanent location for our Home Bound Meal Program. Attorney Tom Olejniczak has agreed to assist the ADRC with the purchase from a legal standpoint. We recently sent Attorney Olejniczak all of the pertinent building information that he requested. He has not gotten back to us as of yet. Ms. Archambault clarified that the board had previously given permission to purchase up to a certain dollar amount.

Ms. Finder-Stone moved and Mr. Pamperin seconded to authorize the Executive Committee to contract with the law firm of Liebmann, Conway, Olejniczak & Jerry SC for the services of Attorney Tom Olejniczak and to proceed with the purchase of the building under the established terms identified in the contract should it come in under the authorized amount. **MOTION CARRIED.**

**AoA OPTIONS COUNSELING STANDARDS DEVELOPMENT REPORT:** Ms. Christianson presented an overview of the core function of Options Counseling (OC). OC is about choice. While we place great value on our ability to have choices, it can sometimes be overwhelming when there are too many options to choose from. For our long term care consumers, making choices is not always easy: complex needs, crisis situations, family concerns, ambiguity and indecision all add to the difficulty of making care decisions. OC is an art which requires a skillful decision support process where consumer values are assessed, needs, strengths/weaknesses are explored and knowledge is shared. A knowledgeable, skilled professional moves beyond information giving. Providing consumers with a more narrowed and focused scope of individualized care options helps to facilitate the decision making process.

Ms. Christianson reviewed the building blocks for decision support that include a firm foundation in quality information & assistance and referral/assistance, lessons to be learned from the disability community, tools to assist families in decision making and learning through practice and experience. Tools that support the process would be active/reflective listening, motivational interviewing, family meeting guides, excel tools, the person centered planning, communication guides and an I&A First Call/Contact Guide. The ADRC's I&A Staff have been trained in all of these areas.

In Wisconsin, we have learned from Dr. Flowers Study of OC that is a powerful tool that is valued by the individuals who use our services.

Ms. Christianson reported that Brown County has received a 2 year grant, of \$13,000 for year 1 and \$10,000 for year 2, and was selected to participate in National Standards Development. Brown, Ozaukee and Northern ADRC are pilot's sites to develop these standards, and will train and evaluate staff using these standards. Once Wisconsin has developed our standards, they will be shared with the Administration on Aging at the Federal Level who will create national standards for all the states to follow.

In February she was in Baltimore to meet with representatives from 20 other states participating in a collaborative process of writing and developing National Standards of OC.

In summary, Ms. Christianson noted that the key to OC is to see people early and often, be warm and welcoming-non institutional, be accessible, skilled, individualized, have person centered facilitators, be a front door for private pay and maintain follow-up.

**FAMILY CARE UPDATE:** Ms. Archambault reported that the Governor's budget did not include funds to expand Family Care into any additional counties. We had expected that Family Care would begin in Brown County in 2012. The Governor and Legislature is waiting for an audit of Family Care to be completed before making any decision about continued expansion.

**DIRECTOR'S REPORT:** Ms. Archambault distributed information including the ADRC By-Laws, the position description of an ADRC Board Member as well as the role of the ADRC Governing Board, its membership requirements and duties for board members to peruse. She noted that the April Meeting will be an Orientation Meeting and asked board members to plan on the meeting running from 8:30 a.m. until 12:00 noon with a lunch to follow.

**GWARF UPDATE:** No report.

**LEGISLATIVE UPDATE:** Ms. Archambault referred board members to three legislative handouts included in the board packet. The first handout from the Transit Now Organization is a 2011-2013 Wisconsin Budget & Legislative Summary regarding transit issues. The Governor's State Budget Proposal would move the cost for public transit out of the segregated Transportation Fund and into the General Fund, which would result in fewer dollars in the General Fund for other purposes. It reduces state operating support to local transit systems by 10% in 2012, with no increase in 2013. It will eliminate local funding alternatives and add new hurdles to gaining dedicated local transit funding putting locks in the property tax levy, cuts state support for local municipalities and requires a binding referendum to institute a new sales tax or fee for transit in an RTA (Region Transit Authority) district. Additionally, the Special Session Budget Adjustment Bill would forfeit \$45 million in federal funds for transit in Wisconsin annually beginning in 2011 and the RTA Repeal Bill will eliminate local alternatives for transit funding and regional collaboration.

In the Summary of the Budget Repair Bill regarding provisions affecting persons with disabilities prepared by the DRW Public Policy Coordinator, the bill required DHS to study the Medicaid Program including the full state plan and waivers. Some of the options they would be assessing include increasing the cost effectiveness and efficiency of care and care delivery, limiting switching from private health insurance to Medical Assistance programs, ensuring the long-term viability and sustainability of Medical Assistance programs and more. As a result of this study, DHS can issue new

Medicaid rules approved by the federal HHS, as well as emergency rules that do not have to comply with certain statutory provisions for emergency rules.

The third handout Ms. Archambault referred to was a Senior Care Fact Sheet along with a Washington posting of Senator Herb Kohl's strong support of SeniorCare. In the posting Senator Kohl notes that SeniorCare has proven to be an efficient, cost-effective choice for Wisconsin seniors and urges Health and Human Services Secretary Kathleen Sebelius to deny any request to change this popular prescription drug program.

In summary, Ms. Archambault emphasized that the ADRC of Brown County will be faced with making some difficult budget decisions for 2012. She pointed out that we have levy in the Add LIFE Center, the Nutrition Program, the Adult Day Care Program and the Elderly Benefit Specialist Program and these are the areas in which we would need to make our cuts.

**APPOINTMENT OF NOMINATION COMMITTEE:** Ms. Archambault noted that the ADRC Board still needs to fill the position of a representative from the Oneida Nation. The process of electing officers for 2011 will take place in April, therefore, appointments to the Nomination Committee need to be made. Ms. Parrish is currently serving on the Nomination Committee and Ms. Miller and Mr. Diedrick volunteered to serve. The Nomination Committee will meet and present their nominations to the full board at the April 28<sup>th</sup> Meeting.

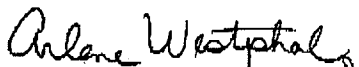
**ANNOUNCEMENTS:** The following announcements were made:

- Board members recognized Ms. Devon Christianson on her nomination to receive the 2011 Dreamers and Doers Award presented by the American Association of University Women (AAUW)-Green Bay Branch. The award recognizes contemporary women in Brown County who have demonstrated achievement, sustained leadership and shared their unique talents to make Brown County a better place in which to live. Devon is one of seven women nominated and the winner will be announced at the AAUW's Dreamers and Doers luncheon on April 2<sup>nd</sup> at Heritage Hill State Historical Park in Allouez, WI.
- Ms. Finder-Stone announced the Coalition of WI Aging Groups District 4 Spring Meeting to be held on Friday, April 1<sup>st</sup>, from 8:00 a.m. – 2:00 p.m. at the Clarion Hotel at 200 Main St. Green Bay, WI. Registration will be from 8:00- 8:30 a.m. and will include opening remarks from Mayor Jim Schmitt, and Brown County Executive, Tom Hinz. Presentations will be given by A.J. Nino Amato, President of CWAG, Mike McCabe, Paul Linzmeyer, and a video by Senator Herb Kohl.

**NEXT MEETING DATE – APRIL 28, 2011:** The next meeting is scheduled for April 28, 2011.

**ADJOURN:** Ms. Miller moved to adjourn and Ms. Parrish seconded. **MOTION CARRIED.** The meeting adjourned at 10:40 a.m.

Respectfully submitted,

  
Arlene Westphal, Secretary